RAVE GEARS AND MACHINING
EVERY TURN MATTERS

Supplier Quality Clauses

425 Strempel St.
Seguin, TX 78155

1.0 PURPOSE

1.1 The purpose of this this Quality Clause Document is to specify requirements by which Quality/Production activities shall be established, controlled, and maintained for the manufacturing of Rave Gears LLC

2.0 SCOPE

2.1 This document applies to all materials, components, subassemblies, and products manufactured for Rave Gears LLC by the Supplier sub-tier sources. This agreement describes what Rave Gears expects its Suppliers to do to ensure that all RG requirements and expectations are met.

2.2 Questions concerning this agreement should be directed to your respective Buyer or Quality Representative. Contact Information: Quality, PH: 830-421-3295 Ext. 105, Email: quality@ravegears.com

3.0 RESPONSIBILITY

3.1 The Quality Representative responsible for acting on behalf of Rave Gears, LLC. in matters associated with the manufacture, quality and shipping of the products and/or items.

4.0 DEFINITIONS

4.1.1 Corrective Action – The organization takes action to eliminate the cause of nonconformities in order to prevent their recurrence is known as Corrective Action - CA

4.1.2 SCAR – Supplier Corrective Action Report. Request to review and correct an issue impacting quality of products or services.

4.1.3 Counterfeit – An unauthorized copy, imitation, substitute, or modified part (e.g., material, part, component), which is knowingly misrepresented as a specified genuine part of an original or authorized manufacturer.

NOTE: Examples of a counterfeit part can include, but are not limited to, the false identification of marking or labeling, grade, serial number, date code, documentation, or performance characteristics.

4.1.4 Special Process – Is the application of chemical, metallurgical, nondestructive or any other special manufacturing, joining or inspection processes, controlled by Federal, Military, US Government, Industry, National, International, or other specifications.

4.1.5 Drawing – Drawings, Specifications and other data necessary to define the configuration and design features of the product.

4.1.6 Certification Of Conformance - Certification of Conformance is granted to a product that meets a

minimum set of regulatory, technical and safety requirements. A document certified by a competent authority that the supplied good or service meets the required specifications and requirements.

5.0 GENERAL REQUIREMENTS

5.1.1 The Supplier's shall maintain a Quality Management System suitable to the products and services that is certified by accredited third-party certification body to the latest version of one or more of the following:

- ISO 9001 – Quality Management System Requirements
- AS9100 – Quality Management System Requirements
- NADCAP – National Aerospace and Defense Contractors Accreditation Program

In the absence of third-party certification, depending on the product, its application, value, and criticality, the Rave Gears LLC Buyer and Quality representative may authorize the acceptance of other evidence of compliance. This may include second-party (RG) audit of first-party (self) assessment to the applicable criteria above, or to a set of alternative basic quality requirements.

5.1.2 Compliance to Rave Gears LLC contractual requirements, upon accepting an contract, the supplier is responsible for compliance to all contract (e.g., engineering drawing, specification, purchase order) requirements.

5.1.3 Rave Gears LLC, Products/Items shall be assigned a specific Supplier lot or Serial Number. This number(s) shall be clearly identified on the Product/ Items and/or its packaging, as well as on Supplier traceability quality records.

5.1.4 Production/Quality records shall be made available to Rave Gears LLC and to the appropriate regulatory authorities upon request by Rave Gears LLC

5.1.5 All products/items manufactured by Supplier shall comply with Rave Gears LLC specifications provided to Supplier and referenced in Section 3 above. Compliance with all conditions in Rave Gears LLC purchase orders is also required.

5.1.6 Supplier shall comply with requirements noted in the Contract Terms & Conditions section of the purchase order.

5.1.7 As applicable supplier agrees to maintain a counterfeit and suspect unapproved parts prevention program by adoption of processes which are in accordance with AS9100D and AS6417 Standard

5.1.8 The identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data,

5.1.9 Requirements for design, test, inspection, verification (including production process verification), use of statistical techniques for product acceptance, and related instructions for acceptance by the organization, and as applicable critical items including key characteristics,

5.1.10 Requirements for test specimens (e.g., production method, number, storage conditions) for design approval, inspection/verification, investigation or auditing,

5.1.11 Requirements regarding the need for the supplier to

a) Notify the organization immediately of any furnished counterfeit product delivered once they suspect or become aware of the same after any point delivery;
b) Notify the organization of nonconforming product,
c) Obtain organization approval for nonconforming product disposition,
d) Notify the organization of changes in product and/or process, changes of suppliers, change of manufacturing facility location and, where required, obtain organization approval, and
e) Flow down to the supply chain the applicable requirements including counterfeit prevention and customer requirements,
f) Right of access by the organization, their customer and regulatory authorities to the applicable areas of all facilities, at any level of the supply chain, involved in the order and to all applicable records
g) Ensure that their employees are aware of the importance of ethical behavior

5.2 PRODUCTION

5.2.1 The Supplier's production process documentation shall include the following:

a) Manufacturing process flow chart;
b) Risk Assessment
c) Quality Plan;
d) Production traveler or route card;
e) Manufacturing procedures/instructions;
f) Part/product drawings;
g) Inspection and test procedures/instructions.

5.2.2 Rave Gears LLC shall require review of the production process prior to the supplier starting commercial production.

5.3 CALIBRATION

5.3.1 All inspection, measuring, and testing conducted by the Supplier shall be in accordance with defined requirements per ISO/IEC 17025:2005 with traceable to N.I.S.T. and utilize only calibrated instruments and equipment. Acceptance criteria for finished products/items shall meet all corresponding Rave Gears LLC specifications provided to the Supplier.

5.4 ENGINEERING CHANGES

5.4.1 Proposed changes and/or deviations to Supplier production process documentation must be communicated to and approved by Rave Gears LLC when those changes could potentially affect the form, fit, or function of Rave Gears LLC products.

5.4.2 Any engineering changes impacting custom Rave Gears LLC products may not be implemented until written approval from Rave Gears LLC has been received by the Supplier.

5.5 NON-CONFORMITY AND CORRECTIVE ACTION PROCESS AND COUNTINOUS IMPORIVEMNT

5.5.1 The Supplier shall define, implement, and maintain a non-conformity and corrective action process. This process should include a disciplined approach to determining the root cause of problems and issues and developing, implementing, and verifying the solutions needed to resolve them and eventually leading them to continual improvement.

5.5.2 The Supplier's corrective action process shall include provisions for recording (and reporting, when requested) the following information to Rave Gears LLC for actions associated with or having an impact upon Rave Gears LLC products:

a) Problem statement
b) Root cause investigation method and results
c) Solution description and associated implementation plan
d) Verification of implementation and effectiveness
c) Flowing down corrective action requirements to suppliers when it is determined that the Supplier is responsible for the nonconformity
d) Specific actions where timely and/or effective corrective actions are not achieved, and
e) Determination if additional nonconforming product exists based on causes of the nonconformities and taking further action when required

5.5.3 Corrective action records shall be retained in accordance with the Quality Record Retention requirements below. In addition, records shall be made available upon request by Rave Gears LLC

5.6 SERIALIZATION & PART MARKING REQUIREMENTS

5.6.1 Supplier shall serialize/mark all products per the purchase order, engineering drawing, specifications and manufacturing planning.

5.7 DOCUMENTATION REQUIREMENTS

5.7.1 Certificate of Conformance

Suppliers and sub-tiers shall provide a Certification of Conformance with shipment. The certificate must include the following, as applicable:

a) Supplier name and location
b) Part number and description
c) Lot and serial numbers
d) Purchase order number and quantity
e) List of all S/N (within the lot) of products/items in the shipment.
f) List of special process specification requirement and certification of conformance report number, including company providing service and address.
g) Statement of conformance to applicable drawings, specifications or other technical data.
h) Signature or stamp of authorized agent date of the manufacturer or distributor and date.

5.7.2 Raw Material

Supplier and sub-tier supplier shall maintain a copy of all supplier-procured raw material certifications. Certification shall include material specification, description, alloy and condition. The supplier shall maintain the mill certification for material that shall include physical properties (hardness and conductivity), chemical analysis, and heat-lot number(s). Supplier shall include a copy of the original mill certification with the shipment of product.

5.7.3 Process Specification Certifications
Supplier will provide copies of all special process certifications, including sub-tier supplier process certifications with the product.

5.7.4 Dimensional Inspection Report
The Supplier shall furnish an inspection report for each lot of parts submitted, including inspections of Critical and Key Characteristics features on drawing callouts.

5.7.5 Packing Slips

Supplier shall provide a packing sheet or attachments for each separate shipment with the following minimum requirements:

- Supplier's company name and address
- Purchase order number, line item(s) and part numbers
- Dispositioned nonconformance document number(s), as applicable
- Required parts traceability forms

5.7.6 Tooling – Suppliers of Special Tooling or Special Test Equipment

In addition to the requirements, outlined in the "Packing Slips" and "Certificate of Conformance" record the tool number/serial number with description, as applicable.

5.8 QUALITY RECORD RETENTION

5.8.1 The following Supplier quality records related to the production of Rave Gears LLC products, as applicable, must be retained for a minimum of seven (7) years:

- Calibration Reports
- Process Validation Records
- Design / Document Change Records
- Customer Complaint Records
- Corrective Action Records

5.8.2 At the end of the required retention period, the Supplier shall contact Rave Gears LLC. to determine the appropriate disposition of the records (e.g., send to Rave Gears LLC, destroy, etc.).

5.9 FIRST ARTICLE INSPECTION

A First Article Inspection (FAI) Report from the supplier is required when the article produced is a new part or representative of the first production run. This includes all details and sub-assemblies that constitute the end item ordered. The FAI shall not be considered complete until all non-conformities are resolved. The First Article Inspection Report shall be completed using the format specified in AS 9102 without exception.

FAIs are also required when any of the following conditions apply:

- First time part is produced from a new tool.
- A change in the design affecting fit, form, or function of the part.
- A change in manufacturing source(s), processes, inspection method(s), location, tooling or materials with the potential of affecting fit, form or function.
- A change in numerical control program or translation to another media.
- A natural or man-made occurrence, which may adversely affect the manufacturing process.
- A lapse in production for two years unless relief is provided in accordance with this procedure or as specified by the Customer.
- The FAI requirements may be satisfied by either a full or a partial FAI in accordance with AS 9102. A partial FAI addresses only differences between the current configuration and prior approved configuration and is generally conducted if data changes subsequent to the accomplishment of a full FAI or a tool is reworked, etc.

FAI records must include all dimensions or forms specified on the purchase order, on printed drawings,

and in digitally represented models, referenced by the purchase order, drawing, or digitally presented data. Each report must also include the following, as applicable:

- Part Number and Description
- Purchase Order Number
- 100% of Engineering specified dimensions, and the actual measurements obtained
- Special process certifications, including those from subcontractors
- Test data; including requirements, performance ranges, and results
- Raw material certifications
- Specification and/or drawing numbers and the revision level during manufacturing and inspection
- Location of manufacturer and date of inspection
- Signature of authorized agent of the manufacturer
- Identification of the report as First Article
- Certification of Conformance
- Bubble Drawings – required when the drawings do not provide clear characteristic locations (for example: Sheet 1 Zone A 3) and when Engineering data is Model only since the Models do not provide Zone locations.

NOTE: The FAI checklist at Appendix A should be used when completing FAI's to assure proper completion of the FAI.

Suppliers shall arrange and organize FAI records in a way that is easily comprehendible upon receipt. Certifications, test reports and other essential documents for detail parts listed in assembly FAI shall immediately follow each sub-assembly FAI report. For large assembly FAI reports (consistency of multiple sub-assembly and detail parts), a binder is the preferred method of presentation.

5.10 PACKAGING/HANDLING/PRESERVATION/SHIPMENT

All items delivered on this order must be adequately preserved, packaged, handled and contained to prevent deterioration and damage during shipment. The shipping method should ensure safe arrival at destination in accordance with good commercial practices, unless special package and shipping instructions are specified in Purchase Order and/or drawing/specification.

Revision Change Record

Rev.	Change	Date	By
000	Initial Release	01/27/2017	Melissa Bauer
001	- Rearranged Clause 4.0 – Definitions - Rearranged Clause 4.1.6 & Updated it to 4.1.1 As Corrective Action Definition - Added 4.1.3 – Counterfeit Definition - Updated Clause 5.1.7, 5.1.11, 5.2.1, 5.5, 5.5.1, 5.5.2, 5.5.3 & 5.8.1	02/12/2018	Melissa Bauer